26 October 1976

MEMORANDUM FOR: Director of Training

STATINTL

FROM

:

Chief, Functional Training Division

SUBJECT

: Agenda Items for Meetings with Senior Training

Officers

- 1. FTD would like to put the following items on the agenda of upcoming meetings with Senior Training Officers.
 - a. A briefing and discussion with the STOs of the possible add-on to the Management Seminar of instruction in information science, comparable either to Managers I or II (10 November meeting).
 - b. A briefing of STOs on proposed changes in the format of the records management training now being given by MATB (10 November meeting).
 - c. A briefing of STOs on proposed leadership development training, including the CCL in-house program and the Levinson Seminar (8 December meeting).
- 2. Please inform me if these items are to be placed on the agenda of either of the two proposed meetings.



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Approved For Release 2001/08/14: CIA-RDP81-00896R000100040015-8

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